

Date Correction Plan Due 4/11/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
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Use of Form: This form is used by certification / licensing staff to identify statute and / or administrative rule violation(s) and to outline imposed plans of correction, if applicable. This form is used by certified operators / licensed centers to meet the requirements of DCF 202.065, DCF 250.04(2)(i) and (3)(d), DCF 251.04(2)(L) and (3)(f), DCF 252.41(1)(L) and (2)(k). Failure to submit an appropriate correction plan by the due date listed above may result in sanctions identified in the statute and / or administrative rule. Public Schools may submit plans of correction however are not required to do so.

Instructions: The Noncompliance Statement below identifies the violation(s) of child care statute and / or administrative rule identified by the certification / licensing specialist. Complete the section labeled "Correction Plan" by indicating the steps that will be taken to address and correct each of the listed noncompliance(s). Identify expected completion date(s) for each item. Return the original to your certification / licensing specialist for approval and retain a copy. If this is a licensed child care, post your copy of the noncompliance statement and correction plan near the license in accordance with Wis. Stat. 48.657. This request for a correction plan is not an order imposing a sanction or penalty pursuant to Wis. Stat. 48.715. If the department decides to apply a statutory sanction and / or penalty for facts arising from this finding or a future finding, you will be given a notice of the sanction and / or penalty and your appeal rights.

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number		
Childrens Pantry Fam Resource Ctr		3000563593 / 001 - 1003298		
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit	
3130 W Lisbon Ave Milwaukee WI 53208		414-342-8015	3/14/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)6. Child Record - Health History Description: Child #7 did not have triggers entered for allergies on health history form.	Record review will be completed for all enrolled families. In addition Health History forms will be completed in full in order to remain in compliance.	3/14/24	
2	251.05(2)(a)1. Staff Record - Personal Information Description: Staff A did not have documentation of of staff record form on file. Repeat violation: Previously cited on 7/6/2022	Staff records will be updated consistently to ensure that all incoming staff files are in compliance.	3/14/24	

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3	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Staff A did not have documentation of a health report on file.	Staff records will be updated consistently to ensure that all incoming staff files are in compliance.	3/14/24	
4	251.05(4)(c)1. Continuing Education Requirement - Full Time Staff Description: Staff B and staff C did not have documentation of continuing education training on file.	Staff training requirements will be reviewed. So that staff stays in compliance with continuing education hours.	3/14/24	
5	251.06(2)(d) Access To Materials Potentially Harmful To Children Description: There was Lysol spray in an open cabinet that was accessible to children in the toddler room. Repeat violation: Previously cited on 10/11/2023	The open cabinet held a lysol can that was out of reach of all children in the program at the time. The lysol can was in a cabinet in a 1yr old classroom 4ft above the reach of the children. Per the rule it does not require a locked cabinet if out of reach which in this case it was out of reach. The program will continue the usage of safety latches to help with this.	3/14/24	
6	251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair Description: The tiles and the carpet were ripped/broken in the hallway near the infant room. The garbage lid in the three year old room was broken. Repeat violation: Previously cited on 5/17/2023	Tile in classroom will be repaired in order to become compliant. The trash cans in all classrooms have been replaced.		

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7	251.06(2)(n) Garbage Containers - Construction & Disposal Schedule Description: The garbage lid in the three year old room was broken.	Previously cited in number 6. All trash cans have been replaced in the classrooms.	3/14/24	
8	251.07(6)(dm)4. Medical Log - Reviewing Injury Records Description: The medical log book was not reviewed every six months as required. Most current review was on September 5 2023.	The medical log book will be reviewed timely. There are calendar reminders set.	3/14/24	
9	251.09(1)(b) Infant & Toddler - Location & Sharing Intake Information Description: The intake form for a child was no the classroom with them.	The intake forms have been placed in all the classrooms.	3/14/24	
10	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: There were intake under two forms were not updated every three months.	All forms have been updated and placed on the parent timeline portal. In efforts to plan more effectively in the future.	3/15/24	

NAME - Agency Worker
Joel Marquez, Laura Taylor

Date Issued
3/28/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

4/12/24